



Director of Assessments

Salary: Commensurate with experience and salary history

Tour of Duty: 12 Month Position

Location: Detroit, MI

Reports To: Chief Data and Accountability Officer

To Apply: Submit a current resume via email to eaajobs@eaafmichigan.org

Our public school students need your expertise, passion and leadership.

We are looking for highly motivated and skilled talent to join our team at the Education Achievement Authority of Michigan (EAA). We seek individuals who are passionate about transforming the lowest performing schools in Michigan and making a significant difference in the lives of public school students, parents, principals, teachers, and central office employees.

Currently, the EAA runs fifteen schools of which twelve are direct-run and three are operated by a charter. Under the new leadership of the Chancellor, the EAA is committed to being a system of high-performing schools and not just a school system. We believe that all children are capable of academic achievement. We continuously seek methods of improvement while enhancing the great work that our teachers, leaders and support staff do on a daily basis. Join our team!

Position Overview

The Director of Assessments is responsible for the coordination and implementation of state, district and school-level assessments across the EAA. The Director of Assessments is the primary point of contact between state testing agencies and the district, and is responsible for coordinating and monitoring the implementation of national and state tests with school-level assessment coordinators. This position is also responsible for compiling assessment data for compliance and the provision of specialized services. Additionally, the Director is responsible for supporting schools to implement district and school-level summative and formative assessments, to analyze data to improve instruction, and to provide training on assessment design and execution.

Essential Duties and Responsibilities

The below statements are intended to describe the general nature and scope of work being performed by this position. This is not a complete listing of all responsibilities, duties, and/or skills required. Other duties may be assigned.

Strategy and Policy

- Designs the district strategy for data-driven evaluation and accountability;
- Designs a district-wide strategy for the use of formative assessments to inform instruction;
- Supports reporting procedures for federal and state compliance
- Support individual schools to interpret and analyze state, district and school-level assessment data to implement data-driven instruction through a cohesive, consistent data strategy;
- Supports stakeholders in the design, implementation and training of data strategy

300 River Place, Suite 3600 | Detroit, MI 48207 | (313) 263-9800 | www.icansoar.org

Assessments

- Coordinates the implementation of national, state and district assessments at the district and school level
- Directs the procurement and design of district-wide standardized assessments
- Designs and implements a reporting system for student assessment data
- Designs and develops district and school-level reports using student assessment data
- Coordinates with school assessment coordinators to design a school-wide strategy for data-driven instruction that incorporates the consistent use of formative assessments
- Supports district staff to use assessment data for strategic development

Qualifications

- Bachelor's degree (*required*), Master's degree (*preferred*)
- 2+ years of K-12 teaching experience (*required*), 2+ years of instructional leadership, including instructional coaching, data coaching, department leadership (*preferred*)
- 2+ years of experience in district or school-level assessment design with demonstrated success;
- Demonstrated success in using data to inform instruction
- Knowledge of the education field, including familiarity with current assessment practices and Common Core and Michigan standards
- Experience using academic data to impact instruction and school strategic planning, and understands how assessments, teacher practice and student performance are connected
- Experience working with the school improvement process
- Outstanding organizational and project management skills
- Experience leading adults and a passion for training and developing teacher capacity